

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
FEBRUARY 28, 2011 – REGULAR SESSION**

The Board of Island County Commissioners convened in Regular Session at 11:00 a.m. on February 28, 2011 for a Roundtable with Elected Officials and Appointed Department Heads, held in the Board of County Commissioners Hearing Room, Annex Building, 1 NE 6th Street, Coupeville, Washington. Other topics for the Regular Session followed at 2:00 p.m. as shown on the agenda. Angie Homola, Chair, Helen Price Johnson, Member, and Kelly Emerson, Member were present.

**ROUNDTABLE WITH ISLAND COUNTY
ELECTED OFFICIALS AND APPOINTED DEPARTMENT HEADS**
(Recording Part 1)

Elected Officials and Appointed Department Heads Attending:

Melanie Bacon	Keith Higman	Bob Pederson
Greg Banks	Angie Homola	Helen Price Johnson
Robert Bishop – <i>Excused</i>	Betty Kemp	Dan Sherk – <i>Excused</i>
Mark Brown	Tim Lawrence	Bob Thomas
Sheilah Crider – <i>Excused</i>	Elaine Marlow	Debra Van Pelt - <i>Excused</i>
Kelly Emerson	Mike Merringer	
Mary Engle	Ana Maria Nunez	
Jackie Henderson	Bill Oakes	

9 vs. 8 on the County Phone System

Ms. Boggs reported that in light of rising long distance phone costs that the ability to call long distance by dialing 9+1 is removed. To dial long distance one must now use the 8 option (State scan lines).

IT Governance

(Handouts provided and on file with the Clerk of the Board)

Members of the IT Governance Team, via power point, presented the proposed IT Governance structure and process. The next steps include:

- Board adoption of IT Governance Structure
- Inventory Current Status
- Needs Assessment
- Policy for prioritization
- Multi-year CIP
- Emergency Planning

Responsibility of Drivers

As a follow-up to last month's conversation, additional information was provided by Sheriff Brown and Ms. Kemp as to the Fleet Loss Control Program and Ride-A-Long Personnel Policy.

Grant Team

The question was asked and dialogue ensued about whether the County sees a need to formally create a committee to address grant opportunities that extend between departments. The conversation will continue at a later time as to how best move the idea forward, if at all.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
FEBRUARY 28, 2011 – REGULAR SESSION**

Lobbying

Chair Homola suggested that Department Heads include in their briefing memos information concerning any legislative bills they are working on that may impact departments. Eventually an itemization of those bills, consolidated by department, would be posted to the County's website so the community is aware of issues affecting the County. Having that information will also help prevent potential conflicts.

Departmental Budget Concerns and Challenges

Ms. Marlow continues to compile the email responses regarding departmental critical needs. She will soon provide a matrix that will include the department, request, summary of justification, ongoing cost, one-time cost, and what the dollars might amount to. Having the information will help the Board determine deficiencies and how best to prioritize. It is still unclear what program cuts will occur as the Legislature makes decisions moving forward. A conversation on departmental budgets will occur at the May Roundtable meeting following conclusion of the Legislative Session.

Employee of the Month

Ms. Bacon has determined some deficiencies in the program and would like to bring improvement to the process. After opening the table to comments or concerns it was agreed that Department Heads and Elected Officials will solicit from staff their opinion and report back to Ms. Bacon.

Treasurer

Ms. Nunez introduced the new Chief Deputy Treasurer, Wanda Grone

Due to time constraints no individual departmental reports were presented.

Roundtable adjourned at 12:19 p.m. The next Roundtable is scheduled for March 28, 2011 at 11:00 a.m.

The Board of Island County Commissioners (including Diking Improvement District #4) met at 2:00 p.m. to consider items contained on the agenda. The meeting began with the Pledge of Allegiance.

PUBLIC INPUT OR COMMENTS (Recording Part 2 @ 2:20)

A number of people expressed their belief that Chair Homola, since she is familiar and versed in the issues surrounding NAS Whidbey, should represent the County in Washington DC when members of the Whidbey Task Force meet with Pentagon officials the week of March 14.

Jack Tingstad thanked the Board for its decision to remove waste storage containers from County Parks. By doing so, the public can experience the visible impact of not funding County activities.

CONSENT AGENDA (Recording Part 2 @ 10:16)

[Documents on file with the Clerk of the Board]

BY UNANIMOUS MOTION (3-0) the Board approved the following items presented on the Consent Agenda with the exception of Item 4, *Personnel Action Authorizations* and Item 7, *Request for Exemption for Senior Services of Island County* moved to the Regular Agenda for

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
FEBRUARY 28, 2011 – REGULAR SESSION**

consideration. Item 25 from the Chair's Agenda, *Amendment C to the Snohomish County Department of Emergency Management Contract*, is added to the Consent Agenda:

Pre-audited bills: \$480,197.20
 Vouchers: \$371,052.97
 Electronic funds transfers: \$189,087.64
 Payroll: \$555,089.93
 Minutes: Work Session – February 2, 2011

Emergency Management

Resolution C-16-11/DEM-04-11 In the Matter of Purchasing Salamander System Compatible Badge Program from Legend ID as Sole Source Item Exempt from Competitive Bidding.

Human Services

- Contract with Ashlie Unruh, M.A. to provide professional mental health services in Island County. Contract No. HS-18-11; Amount: \$10,000. (RM-HS-11-0028)
- Contract with WA State Department of Commerce to fund Island County in order to comply with state requirements to provide Homeless Management Information System (HMIS) data to the Washington State Department of Commerce. Contract No. S08-46108-820; Amount: \$25,000 (RM-HS-11-0045)
- Contract with Senior Services of Island County to provide information, assistance, and nutrition program (Meals on Wheels) to citizens of Island County. Contract No. HS-28-11; Amount: \$152,440.47 (RM-HS-11-0048)

Public Health

Contract Amendment with WA State Department of Health – Consolidated Contract. Amendment adds \$58,120 to the Maternal & Child Health Block Grant Program (MCHBG) and reduces the Tobacco Prevention & Control Program by \$(33,835). Contract No. C14949, Amendment No. 28; Contract Amount: \$3,850,219, Amendment Amount: \$24,285 (RM-HLTH-11-0024)

Public Works – County Roads

- Supplement Agreement No 2 – Reichardt & Ebe Engineering, Inc; Completion Date extended to July 31, 2012; Maximum Amount Payable \$239,325.00 (RM-PW-11-0042) (PW-1120-009)
- Resolution C-17-011/R-7-11 In the Matter of Initiating County Road Project CRP 11-01, Work Order No. 409; County Road Safety Program
- Resolution C-18-11/R-9-11 In the Matter of Approving Plans & Specifications and Authorizing Call for Bids for Frostad Road Improvement Project; CRP 96-06, Work Order 209
- Resolution C-19-11/R-10-11 In the Matter of Purchasing Hilfiker Retaining Walls Construction Materials as Sole Source Items exempt from Competitive Bidding – Frostad Road Improvement Project

Public Works – Solid Waste

Application for Community Litter Cleanup Program Funds – Department of Ecology; Grant Application - \$45,300 (DOE); July 1, 2011 through June 30, 2013

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
FEBRUARY 28, 2011 – REGULAR SESSION**

Superior/Juvenile Courts

Interagency Agreement with WA Administrative Office of the Courts; Reimbursement from AOC for jury source list. Interagency Agreement No: 1AA11181; Amount: \$950 (RM-CS-11-0046)

REGULAR AGENDA

[Documents on file with the Clerk of the Board]

[Item 4, Personnel Action Authorizations and Item 7, Request for Exemption for Senior Services of Island County added to the Regular Agenda from the Consent Agenda]

[Item 17 from the Regular Agenda, Resolution C-20-11, moved to Public Hearings to align with Item # 24, Ordinance C-10-11 (PLG-007-11)]

Human Resources – Personnel Action Authorizations (Recording Part 2 @ 15:07)

Commissioner Emerson does not agree with the creation of a new Administrative Services Director position so therefore cannot support PAA # 021/11.

Following comments from Chair Homola and Commissioner Price Johnson it was MOVED BY PRICE JOHNSON, SECONDED BY HOMOLA, to APPROVE PAA # 021/11. MOTION CARRIED: 2-1 (Commissioner Emerson voted no)

<u>Department</u>	<u>PAA #</u>	<u>Description</u>	<u>Position #</u>	<u>Action</u>	<u>Eff. Date</u>
Commissioners	021/11	Administrative Services Director	301.00	New Position	03/01/11

MOVED BY PRICE JOHNSON, SECONDED BY EMERSON, to APPROVE the remaining PAAs as presented. MOTION CARRIED: 3-0

<u>Department</u>	<u>PAA #</u>	<u>Description</u>	<u>Position #</u>	<u>Action</u>	<u>Eff. Date</u>
Health	011/11	Environmental Health Tech .50 fte Camano	607.00	Replacement Position	03/01/11
Assessor	019/11	Appraiser Trainee	109.02	Replacement Position	03/01/11
Planning & Community Development	022/11	Administrative Assistant	413.00	Replacement Position	TBD

Human Services (Recording Part 2 @ 21:54)

Request for Exemption from the Competitive Solicitation Procurement Procedure (ICC 2.29.030(B)(12)) for Senior Services of Island County

Commissioner Emerson expressed her concern that the request for exemption is for this contract and all future contracts as well with Senior Services of Island County. She will not approve an exemption for more than this year.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
FEBRUARY 28, 2011 – REGULAR SESSION**

Following a history of the contract and exemption request provided by Ms. Richards with Human Services, along with comments from Commissioners, IT WAS MOVED BY PRICE JOHNSON to APPROVE the Request for Exemption for 2011 and 2012, SECONDED BY EMERSON. MOTION CARRIED: 3-0

Planning & Community Development

Schedule Public Meeting CPA 244/10 - Freeland Subarea Plan; to accept or reject the February 7, 2011 Planning Commission recommendation to adopt the Freeland Subarea Plan. Date & Time: March 21, 2011 at 10:20 a.m. The procedural steps will be discussed at Work Session on March 16, 2011. See <http://www.islandcounty.net/planning/Freeland.htm>

MOVED BY PRICE JOHNSON to SCHEDULE THE PUBLIC MEETING on March 21, 2011 at 10:20 a.m., SECONDED BY EMERSON. MOTION CARRIED: 3-0

Establish the 2011 Annual Review Docket (Recording Part 2 @ 30:45)

Mr. Pederson, for the benefit of the audience, cited the issues scheduled on the 2011 Annual Review Docket. Comments followed from Chair Homola and Commissioner Price Johnson.

MOVED BY PRICE JOHNSON to APPROVE the 2011 Annual Review Docket as presented, SECONDED BY EMERSON. MOTION CARRIED: 3-0

Consider appointments and/or re-appointments to various boards and committees (Recording Part 2 @ 39:00)

Recommendation of an appointment to fill Position 4 on the Board of Equalization with a term that expires May 31, 2014.

MOVED BY EMERSON to APPOINT Pam Ryan, SECONDED BY PRICE JOHNSON. MOTION CARRIED: 3-0

Recommendation of an appointment to fill Position 3 on the Ferry Advisory Committee for the Coupeville Terminal to complete a term that expires on August 31, 2012.

MOVED BY PRICE JOHNSON to APPOINT Sarah Richards, SECONDED BY HOMOLA. MOTION CARRIED: 2-1 (Commissioner Emerson voted no as she moved to appoint JoAnna Weeks)

PUBLIC HEARINGS (Recording Part 2 @ 44:10)

At 2:45 p.m. the Chair opened a number of public hearings.

Public Works – County Roads

Franchise #198R – Renewal of existing water distribution system franchise; Plat of Evergreen Acres, Divisions No. 1 & 2; Lake Grove Water Association, Inc.; located in Section 31, Township 32N, R 3E. (RM-PW-10-485) (PW-1020-122)

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
FEBRUARY 28, 2011 – REGULAR SESSION**

Mr. Oakes indicated that the Franchise request was reviewed by applicable departments and staff recommended approval.

Chair Homola opened the floor to public comment and there being none, public comment was closed.

MOVED BY PRICE JOHNSON to APPROVE Franchise # 198R, SECONDED BY EMERSON. MOTION CARRIED: 3-0

Franchise #394 – Renewal, transfer & consolidation of existing sewer collection franchise; Stillaguamish Avenue & Utsalady Road within Plat of Utsalady; from Garrison Partnership to Hugh & Joan Phillips; Section 19, Township 32N, R 3E (RM-PW-10-419) (PW-1020-94)

The Franchise request was reviewed by applicable departments and staff recommended approval according to Mr. Oakes.

The floor was opened to public comment by the Chair and there being none, public comment was closed.

MOVED BY PRICE JOHNSON to APPROVE Franchise # 394, SECONDED BY EMERSON. MOTION CARRIED: 3-0

Franchise #397 – Transfer of existing sewer collection system franchise; Sunday Drive & Larson Drive; Plat of Sunrise Hills, Divisions No 1 & 2; form John Dill IV, et.al. to Richard & Phyllis Henderson; Section 19, Township 33N, R 2E. (RM-PW-10-496) (PW-1020-124)

Mr. Oakes said that the Franchise request was reviewed by applicable departments and staff recommended approval.

Chair Homola opened the floor to public comment and there being none, public comment was closed.

MOVED BY PRICE JOHNSON to APPROVE Franchise # 397, SECONDED BY EMERSON. MOTION CARRIED: 3-0

Planning & Community Development (Recording Part 2 @ 48:12)

- Ordinance C-10-11 (PLG-007-11) In the Matter of Expanding the Clinton Water District Service Area and Incorporating the Revised Service Area Boundary into the Island County Coordinated Water System Plan
- Resolution C-20-11 In the Matter of Approving the Annexation to the Clinton Water District

Mr. Sweeza provided the staff report indicating that Resolution C-20-11 was initiated by the Applicant with an objective to change the taxing district. The primary requirement is that the request have a 60% sign-off by those being annexed into the district; in this case, there is 100% sign-off. The Department's support of the Resolution is found in Ordinance C-10-11 set for public hearing. He suggested that the Resolution move forward first followed by the public hearing on the Ordinance.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
FEBRUARY 28, 2011 – REGULAR SESSION**

MOVED BY PRICE JOHNSON to ADOPT Resolution C-20-11, SECONDED BY EMERSON. MOTION CARRIED: 3-0

Mr. Sweeza added that the request will expand the Clinton Water District in accordance with its Coordinated Water System Plan.

The Chair opened the floor to public comment and there being none, public comment was closed.

MOVED BY PRICE JOHNSON, SECONDED BY EMERSON to ADOPT Ordinance C-10-11 (PLG-007-11). MOTION CARRIED: 3-0

COMMISSIONERS COMMENTS & ANNOUNCEMENTS

The Board engaged in dialogue on a number of subjects, including:

(Recording Part 2 @ 54:00)

- Established travel budgets for individual Commissioners (*the topic will be addressed with the Budget Director during the next budget cycle*).
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(Recording Part 2 @ 57:15)

- Joint Whidbey Task Force meeting with the Pentagon in Washington DC and support of the P-8A Orion.

(Recording Part 2 @ 1:04:38)

Public comment was briefly re-opened in response then once again closed, followed by Board remarks.

(Recording Part 2 @ 1:18:15)

- Board members will review their calendars at Work Sessions.
- By unanimous motion the Board agreed to cancel the March 9 Work Session due to the absence of Chair Homola (NACo) and Commissioner Price Johnson (WCIF), and also will cancel the March 16 Work Session due to the absence of Chair Homola and Commissioner Emerson who will be attending the Task Force meeting in DC. A Special Work Session will be held on Tuesday, March 22 beginning at 9:00 a.m.
- Ms. Marlow will attend the March 7 ICOM meeting in Chair Homola's absence.
- Commissioner Price Johnson will participate by phone in the LSC meeting March 17 in Chair Homola's stead.
- Commissioner Price Johnson spoke to her participation in on-going conference calls between counties organized through WSAC, the purpose of which to obtain a combined letter urging action by the Legislature to address the sustainability issues of the Washington State Ferries. Endorsements were received by Mayors Slowik, Samuelson, and Conard.
- Commissioner Price Johnson shared an article on goal setting that speaks to using clear priorities and goals as a communication tool and touchstone going forward.
- Chair Homola attended a fundraiser on Saturday evening for the Coupeville Lions to raise money for the 2011 graduating class scholarships for the Coupeville High School.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
FEBRUARY 28, 2011 – REGULAR SESSION**

There being no further business to come before the Board the meeting adjourned at 3:30 p.m.
The Board will meet next in Regular Session on March 7, 2011 beginning at 10:00 a.m.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Angie Homola, Chair

Helen Price Johnson, Member

Kelly Emerson, Member

ATTEST:

Elaine Marlow, Clerk of the Board